



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS 72D AIR BASE WING (AFMC)
TINKER AIR FORCE BASE OKLAHOMA

MEMORANDUM FOR HOUSING RESIDENT

FROM: 72 ABW/CECH

SUBJECT: Limited Housing Information Release, Military Family Housing (MFH)
Privatization

The Application for Assignment to Housing, DD Form 1746 that you signed to request family housing at Tinker AFB, Oklahoma, authorized the Air Force to maintain records of your occupancy in MFH that contain privacy act information. The Tinker AFB housing and housing maintenance offices have also maintained files in your name which also contains privacy act information. These files document the original move-in condition of your residence, work requests, work that was performed at your residence, installed appliance data, etc. The forms used in this process may contain your name, address, contact and home phone numbers. Some or all of this information may also be in electronic format or in an Air Force approved database.

These records contain information useful to AMC West Housing LP, the proposed Tinker AFB privatized housing project owner, and to GMH Communities Trust, and GMH Military Housing, a division of GMH Communities Trust, in contacting you and in establishing their facility records. Your signature on this letter is voluntary and would authorize the Air Force to provide the following information to AMC West Housing LP, GMH Communities Trust, and GMH Military Housing and/or any property management company hired by them to manage the Tinker AFB housing privatization project: Your name, address, home, duty and contact telephone numbers; and, the housing office and housing facility maintenance files, to the extent that they contain this same information or other information not restricted from release under the Privacy Act. The Air Force will not release any other information contained in these files restricted from release under the Privacy Act. If you do not elect to sign this authorization AMC West Housing LP, GMH Communities Trust, and GMH Military Housing, and/or its property manager may require you to provide similar information as a condition to your occupancy of a privatized rental unit.

Signature
[Printed Name]
[Mailing address]

Privacy Act Notice: AUTHORITY: 10 USC 2871 et seq.; PRINCIPAL PURPOSE: To establish occupancy and facility records for privatized housing units; ROUTINE USES: See principal purpose; DISCLOSURE IS VOLUNTARY: You are not required to sign this letter. Release of this information is purely voluntary. However, the project owner needs the requested information and your failure to release the requested information from your files may hinder the project owner's efforts to contact you and complete your tenant lease.